Vocabulary Skills™

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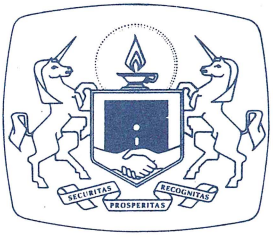

The Software Guild

SYSTEM REQUIREMENTS

Apple® II, II+, or Franklin Ace™ 1000 • 48K RAM
DOS 3.3 • One Disk Drive

PACKAGE CONTENTS

SAT/PSAT Roots Disk
SAT/PSAT Prefixes Disk
Instruction Booklet
Warranty Card

OVERVIEW

We all know that getting into the right college (or any college for that matter) can have a tremendous impact on our future. And no matter what we may think about it, the SAT Exam is often the deciding factor in college entrance. SAT/PSAT Vocabulary Skills (sold individually) can help you to study for and improve your score in both the SAT and PSAT. College bound juniors and seniors will find the programs to be an invaluable tool in preparing for these crucial tests.

INPUTS AND OUTPUTS

While running the program, the computer will be presenting a variety of information, prompts and messages to you on the screen. In this manual such outputs will be presented in boldface italics:

(sample output)	*Enter your name*

Inputs are entries which you type into the computer. In this manual inputs are presented in one of two ways:

individual console keys	<RETURN>, <3>, <P>
everything else	*RUN, 09/12/82, Roger*

Note: The <CTRL> key operates like the shift key on a regular typewriter. If you are told to enter <CTRL-P>, just press <P> while holding the <CTRL> key down.

IMPORTANT TIPS

Handle your diskettes carefully, and store them in their special jackets when not in use.

Do make sure the shift lock light is lit if running this program on the Franklin Ace. This program recognizes only capital letters.

Do not press <CTRL-C> while the program is running. Results are unpredictable and damage to your program may result.

Do not open the disk drive door while the "in-use" light is on. This may damage your diskette and render it unusable.

Do not try to make a copy of this disk. If during normal use something goes wrong with your diskette, please refer to the Troubleshooting section of this manual.

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I. Preliminaries

INTRODUCTION

You have made an excellent choice in purchasing Vocabulary Skills, one program in Softsmith's educational line of microcomputer software. SAT/PSAT Vocabulary Skills is a useful learning tool for increasing your vocabulary and improving your test-taking techniques. It emphasizes overall word and sentence comprehension, rather than memorization. As well as the basic vocabulary database, SAT/PSAT Vocabulary Skills also provides definitions of word roots and prefixes. College-bound juniors and seniors will find the program to be an invaluable aid in preparing for the PSAT and SAT.

SAT and PSAT Vocabulary Skills are actually two programs, sold separately. The programs differ, however, only in the subject material—not in format or use. Thus, the documentation is identical for both and always refers to SAT/PSAT Vocabulary Skills. To maximize your test scores, we suggest that you start with PSAT and then "graduate" to the SAT program.

The directions for Vocabulary Skills are built into the program itself, and appear on the visual display. Thus, you don't need to read the rest of this manual right away. Just follow the instructions below to load your program and then proceed according to the on-screen prompts. The rest of this manual provides useful tips on getting the most out of your new program.

Once you have seen how effectively Vocabulary Skills works, you will be interested in trying out other programs available from Softsmith.™ Consult your local dealer for a complete catalog and demonstration.

WARRANTY CARD

Please take a moment to complete and mail the enclosed Warranty Card. By having your name on file we will be able to provide better customer service, including information on program updates and replacement of damaged diskettes.

GETTING STARTED

To get started with SAT/PSAT simply follow these steps (this is called "booting"):

1. Make sure the power switch on the rear left of the computer is in the off position.

2. Open the disk drive door by pulling out and up on its bottom edge. Slip the diskette into drive #1 with your right thumb on the diskette's label. (The label will be up and will be the last edge of the diskette to enter the drive.)

3. When the diskette is entirely in the drive, close the drive door.

4. Turn the power switch to the on position. You will hear a "beep" from the computer and the "in-use" light on the disk drive will come on. This means that the program is loading.

The Softsmith logo page and SAT/PSAT title page will now appear. If they don't, please turn your computer off briefly, and then on again.

When the question *Do you need help using this tutorial?* appears, enter <Y> for a detailed introduction.

II. Using Vocabulary Skills

This chapter explains Vocabulary Skills in more detail. The first section provides some suggestions on using the program to maximize your learning. In the next section we discuss some of the more common pitfalls encountered in taking both the PSAT and SAT.

USEFUL SUGGESTIONS

Follow the Right Sequence.

Vocabulary Skills is cumulative. That is, words introduced in earlier lessons may be presented as possible answers later in the program. For instance, the vocabulary word "dissonance" is presented in PSAT Roots Lesson 1. It is also one of the answer choices for "euphony" in PSAT Roots Lesson 1.

Whether you are studying for the PSAT or the SAT, start with PSAT Prefixes, if possible, and go through the lessons in order. The ideal sequence of instruction is: PSAT Prefixes; PSAT Roots; SAT Prefixes; SAT Roots. Although preferred, this sequence is not necessary for successful use of the program (you may purchase only the SAT package, or only the PSAT package).

Do the Introductory Session First.

Once you have booted the disk, Vocabulary Skills will give you specific operating instructions. First you must choose whether to have sound effects. Next the program will ask whether you need help in using the lesson. Pressing the <Y> key will introduce you to the way Vocabulary Skills works and will preview some of its general lesson contents. If you have not already done this, do so now.

Study the Word-Analysis Presentation.

Underneath the menu or word list of each lesson will be a word-analysis presentation. Here, the various prefixes or roots used in that lesson are identified and explained. "Clue words," can be useful in jogging your memory. For instance, the word "ferry" can serve as a reminder that the root "fer" means "bring." Knowledge of this root will help you to figure out vocabulary words such as "afferent" (bringing toward).

Select Synonyms for Each Lesson.

Your first task is to clarify the meanings of the vocabulary words. The most efficient way to accomplish this is to select synonyms.

Select Instruction.

When operating in the "instruction mode" you may request extra practice for any vocabulary word. Be sure to ask for that practice whenever you are unsure of the word's meaning (even if you have guessed the answer correctly). Practice sessions include:

- the exact meaning, or synonym, of the vocabulary word;
- a "sample sentence" illustrating one common usuage of the word;
- an explanation of word derivation for many of the vocabulary words presented;
- a "practice box or new set of answers to retest understanding of the vocabulary word in question.

Press <S> for Score.

This can be done if you need to stop in the middle of a lesson. Instructional lessons may be resumed at any point, thus preventing unnecessary repetition.

When to Advance.

In general, proceed to the next lesson only after achieving a score of 80 or higher.

Review the Lesson.

Reviewing the lesson can be done another day by using Antonyms. Very often, learning lasts longer when it is spread out over a period of time. Your score after this lapse of time may not be as high; however, a time lapse is not the only factor causing the lower scores. Generally, antonyms are harder to select than synonyms. Once again, a score of 80 or higher is considered mastery.

Completion of the First Six Lessons.

The Review Lesson at the end of the disk can be used after completion of the first six lessons. This review contains 15 previously learned words in modified form. In addition to attaining mastery of the vocabulary words themselves, this Review Lesson gives you the ability to recognize word-structure changes.

The Test Mode.

This timed review presents the vocabulary words in a different sequence. No "sample sentences," explanations, or "practice boxes" will be offered. Because it skips quickly through the lessons, the Test Mode is especially beneficial as a final lesson, just before taking the PSAT or SAT.

SOME COMMON PROBLEMS

There are several common problems that can be confusing when understanding the meanings of words. Note the following:

Careless associations

Many test-takers confuse seemingly related meanings even when they are familiar with the terms involved. As a matter of fact, careless associations are by far the most common type of error encountered in the antonyms portion of the PSAT/SAT. Likewise, many of the Vocabuary Skills problems, especially those in the second portion (or "practice boxes"), include this kind of mistake.

How can you avoid falling into the trap? Whenever dealing with familiar vocabulary, first read the main word carefully. Think of your own synonym and antonym before examining the answer choices. Then find the given antonym that best matches your own. The examples listed below offer preliminary practice in this procedure. (Find the answers at the end of this section).

1. fruitless:
   a. productive
   b. frustrating

2. impetuous:
   a. careful
   b. wise

3. arrogance:
   a. deprivation
   b. modesty

4. enhance:
   a. reduce
   b. criticize

Look-Alikes

"Look-alikes" are words that can be confused because they have many of the same letters. Generally, these words are not misunderstood in context; the meaning of the sentence as a whole clarifies them for us. When used as either main words or answers in antonym problems, however, their exact meaning is not as obvious. Even very familiar words can be confused, especially when the test-taker is feeling hurried or nervous. Again, think of your own synonym and antonym before looking at the given answers in order to avoid errors. Below are examples of some "look-alikes" used in Vocabulary Skills:

1. advocacy (strong recommendation) : avocation (hobby)

2. efface (erase) : deface (disfigure)

3. social (relating to human society) : sociable (friendly)

Double Meanings

Find the antonym of the following example:

grain:
a. dislike
b. disinclination

Many English words have more than one meaning. As is the case with look-alikes, they present no difficulty when encountered in context, but can become confusing when used as antonyms. You have probably heard the expression "go against your grain." Something that "goes against your grain" is contrary to your usual way of thinking or behaving. "Grain," in this instance, means "tendency." Its antonym is "disinclination."

If you can't find any relationship between seemingly easy answers and an equally "easy" vocabulary word, then look for a "double-meaning." In order to jog your memory, go through each answer, one at a time, and think of an antonym for it. Then try to match that answer with the vocabulary word.

Several other double-meanings are listed below with their antonyms. (Their synonyms are placed in parentheses).

1. aggravate (amplify) : decrease

2. parochial (narrow; local) : wide-ranging

3. sterile (unproductive) : fertile

4. sunny (blithe; cheerful) : pessimistic

Unfamiliar Words

Despite intensive preparation, several unfamiliar words are likely to appear on the PSAT and SAT examinations. In general, use the skills learned in this program to arrive at the correct answer. Pull the word apart, looking for helpful prefixes and roots. If the word is even slightly recognizable, say that word to yourself and try to "hear" it in a sentence. Finally, try to think of your own synonym and antonym, using the given answers as clues only when all else fails.

Answer Key to Careless Associations:

1. a; 2. a; 3. b; 4. a.

III. Troubleshooting

Refer to this section if your new SAT/PSAT program does not work properly.

The program never starts, or dies soon after starting.

- Check the instructions for getting started. Try them again, following all the steps exactly.
- Check to see that you have the diskette in disk drive 1, and that this drive is in slot 6.
- Make sure you have all the equipment necessary to run this program, and that it is properly connected. See the front page of this booklet for a list of necessary equipment.
- Make sure your disk drive is working properly. Try another diskette which you know to be good. If it also does not start properly, stop the computer immediately, and disconnect the drive. Do not use the drive again until it is checked, or it may damage other diskettes.

Your disk becomes damaged.

Given normal use, it should not be possible to damage your diskette. Should your diskette become damaged, please send us the diskette together with a short description of the problem. The Software Guild℠ will replace your disk promptly, per provisions in the warranty.

Other problems.

If you have problems with your program, call us at The Software Guild Service Department (415) 887-6692. We may be able to tell you what is wrong.

The objective of the Software Guild is to provide the highest quality software products available. In order to improve our products wherever possible, we are happy to receive comments, criticism or praise. Write to us at:

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